

# **Clermont County Building Department**

## **Room Addition Construction Guide**

### **Application and Required Approvals**

Draw room addition location on your site plan, showing distances to other structures and distances from property lines.

1. Obtain Zoning approval from your local Township Zoning official.
2. If property has septic or a cistern, the Health Department may have requirements pertaining to your project. Obtain approval from Clermont County Health Department.
3. Bring copies of the above two documents and ***two sets*** of detailed construction plans to our office. To complete our application form you will need all project information and your parcel tax identification number (see your tax bill or contact the Auditor's office).

We will review your plans by noon the first business day after your submittal. Call the office after 11:00 am to verify plans were approved. If there are corrections to be made you will need to return to our office and pick up your drawings along with the correction list. Drawings will need to be corrected and returned to our office for review.

Plans from a lumber supplier, or computer generated plans are acceptable IF you have added or included all dimensions, spacing, lumber species, sizes and spans, and any other needed information on the line drawings.

Electric and heating drawings do not need to be drawn-out, but will be inspected in the field for compliance.

### **Plans Required ( 2 complete sets)**

Site Plan

Elevations

Footer/Foundation Plan

Floor Plan including existing floor plan, with room titles

Structural cross section/framing details

### **Design Requirements**

Frost depth for footings is 30"

Trusses must be purchased from a certified truss manufacturer, and installed per the engineered drawing.

See the Residential Plan Review Checklist for an example of the design elements we will review. The items on this list will be examined and any other issues that may pertain to your project.

### **Required Inspections**

1. Footing inspection: Inspection will be made after excavation, but before concrete.
2. Rough Inspection: After all utilities and fire stopping, but before insulation.
3. Final Inspection: When the project is complete.